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DD/S REGISTER
FILE Training
17/15 66 . 4639

2 SEP 1966

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Training for Automatic Data Processing

REFERENCE : DD/S Memo 66-4594 dated 31 August 1966, Subject: Same

1. This memorandum is for your information only.
2. The matter of training of personnel in automatic data processing is receiving close attention in the Office of Security. On the basis of a study recently conducted, this Office is in the process of identifying individuals in the various components who will receive such training to enable them to assist in the adaptation of ADP to our operations.
3. At the present time, we are endeavoring to enroll key personnel in ADP courses recommended by [redacted] consistent with current workload and budget considerations. It is assumed that the one person from the Support Directorate enrolled in the ADP courses cited in the reference is either [redacted] of the Personnel Security Division or [redacted] of the Industrial Security Division. External Training Requests for both to attend the ADP Orientation, 19 - 23 September, have been forwarded to OTR. In addition, the following enrollments in Civil Service Commission ADP courses have been forwarded to OTR:

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[redacted] - Executive Seminar in ADP
26 - 27 September 1966

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Excluded from automatic
downgrading and
declassification

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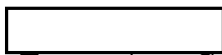
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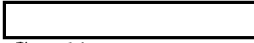
- Executive Seminar in ADP
31 October - 1 November 1966

Operations Research Orientation
17 - 21 October 1966

25X1

 is presently attending the Intermediate Executive Course at the Department of Defense Computer Institute.)

25X1

4. This Office is also utilizing university-level courses in ADP, including the off-campus program.  of the Security Records and Communications Division is enrolled, under Agency sponsorship, in the American University fall semester presentation of The Systems Approach. Mr.  who is currently detailed to the Support Systems Staff, is being sponsored in his attendance at a course entitled Technology and Administration, on-campus at American University.

25X1

5. We will continue to seek the enrollment of appropriate personnel in courses in the ADP field for which they might be qualified. The future utilization of automation is regarded seriously by the Office of Security, and we plan to intensify our efforts to prepare for the adoption of automated systems.



Howard J. Osborn
Director of Security

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